

BOARD OF ELECTROLYSIS EXAMINERS

MINUTES

DATE: December 15, 2005

TIME: 10:00 AM

LOCATION: Tennessee Room
Ground Floor, Cordell Hull Building
425 Fifth Avenue North
Nashville, TN 37247-1010

MEMBERS PRESENT: Eldon Pippin, Board Chair
Marty McClain,
Kara Covington
Robbie Bell Ex Officio Member

MEMBERS ABSENT: Richard Collier, Board Educator
John C. Frist, Jr., Physician

STAFF PRESENT: Pamela Pitts, Board Administrator
Marva Swann, Unit Director
Nicole Armstrong, Advisory Attorney
Jerry Kosten, Regulations Manager
Juanita Presley, Advisory Attorney

GUEST PRESENT: Carol Warren, Board Consultant
Andrea Ross, Electrology Association of Tennessee
Shelia Vaughn
Jennifer Lytle, Tennessee Institute of Electrolysis
Kathleen Bowers
Bobbie Tomlinson

With a quorum being present the meeting was called to order by Mr. Pippin at 9:05 AM.

Mr. Pippin acknowledged Kara Covington as the new Citizen Member of the Board and Juanita Presley as the new Advisory Attorney for the Board.

Conflict of Interest

Ms. Armstrong reviewed the Conflict of Interest Policy with the Board Members and reminded them of their responsibilities and to sign the new Policy and submit to Ms. Pitts.

Office of General Counsel

Ms. Armstrong presented the Office of General Counsel report and informed the Board that currently there are no open cases and there are no contested case hearings scheduled for this meeting.

Minutes

A motion was made by Mr. McClain and seconded by Ms. Covington to approve the May 19, 2005 Board Meeting Minutes. The motion carried.

Discussion of Education Requirements

Ms. Jennifer Lytle owner/instructor of the Tennessee Institute of Electrolysis School spoke on behalf of the Board wanting to change the education requirements. Ms. Lytle indicated that the Board's current college requirements are sufficient and very helpful to students. Eliminating certain courses or changing the requirements would not be helpful to the students.

Roll Call Vote and Rule Making Hearing

Mr. Kosten presented the roll call vote for the August 31, 2005 rulemaking hearing regarding (A) criminal background checks for all new applicants (B) reducing the course for licensure from 23 to 17 (C) reducing the amount of fees required for licensure (D) letter sent to applicants with incomplete files. Mr. McClain made a motion to delete Math/Algebra and accept the rulemaking hearing as it is. Ms. Covington seconded the motion and the motion carried. Ms. Pitts conducted the roll call vote which was unanimous.

Applicant File Review

Rebecca Street-Gleim- Ms. Gleim came before the Board requesting to substitute a college chemistry course for the second half of the required anatomy/physiology course. Ms. Gleim previously faxed a copy of her transcript outside of a Board Meeting to the Board's Educator, Mr. Richard Collier. Mr. Collier submitted a letter on Ms. Gleim's behalf indicating the Board should allow Ms. Gleim's chemistry course to be substituted for the Anatomy/Physiology course. The Board's Attorney, Ms. Armstrong indicated that a board member discussing board business outside of a board meeting would be a conflict of interest. Furthermore, the rules are clear on requirements for licensure. Ms. Gleim must take the anatomy/physiology course as required before she will be allowed to take the Practical Exam.

Ratifications

A motion was made by Mr. McClain and seconded by Ms. Covington to approve the new Electrolysis School, Life Time Cosmetics. The motion carried.

Disciplinary Status and Investigation Report

Ms. Armstrong reviewed the disciplinary report which shows a total of three people have been disciplined. The investigative report shows three cases closed with no action. Currently there are no complaints at this time.

Board Meeting Dates

A motion was made by Ms. Covington and seconded by Mr. McClain to approve the board meeting dates for 2006 for May 18, 2006 and October 19, 2006. The motion carried.

Administrative Report

Ms. Pitts presented the following Administrative statistical information:

Electrologists
Active Licensees – 57
Retired Licensees – 34
Failed to Renew – 50

<i>Measure</i>	<i>Goal</i>	<i>1st & 2nd Qtr. Avg.</i>
Renewal Processing Time	14 days	7.56
Application Processing Time	100 days	29

Ms. Pitts reported in the month of November 2005 the total number of renewals was 7. Three licensees renewed their license via the website on line. The administrative staff is asking that all Board Members utilize this toll as a means to renew their license.

Discussion of Yellow Pages

Carol Warren came before the Board discussing the denial of her previous request for a yellow page add. Ms. Warren felt as though the American Electrolysis Association (AEA) was responsible for her denial. Ms. Andrea Ross spoke on behalf of the AEA and stated that the AEA could not have been responsible for her add not being placed with the

Continuation of yellow pages

yellow pages. Ms. Bell explained to Ms. Warren that the Board could not intervene on behalf of a licensee regarding the policies of a private organization that does not impact the health and welfare of the citizens of Tennessee. Ms. Bell informed Ms. Warren that the Board's attorney would write a statement regarding the Board's policy.

Discussion of Laser

Shelia Vaughn addressed the Board on the laser use. Ms. Vaughn felt the Board not only should license for Electrolysis Practitioners but should include laser user as well. This would also offer the Board more revenue. Ms. Vaughn stated that there are licensed Electrolysis Practitioners utilizing laser and individuals working in doctor's office utilizing laser. The Board's Attorney, Ms. Armstrong informed Ms. Vaughn that the Board can not regulate doctor's offices. Mr. McClain suggested the Board could possibly have separate requirements which could include laser use and have the general assembly vote on it. Ms. Bell informed the Board Members that in order to change the requirements the statute would have to change.

Adjournment

All business was concluded and the meeting was adjourned at 11:15 AM.

Eldon Pippin, Board Chair